

Training Conference

March 10-12, 2020

Gatlinburg, Tennessee

Location: Gatlinburg Convention Center

| Course Name | Start | End |
|--|----------|----------|
| Advanced Internal Affairs Investigation | March 10 | March 11 |
| Detecting Deception | March 10 | March 11 |
| Pix4d for Crash Investigation | March 10 | March 11 |
| Covert Surveillance | March 10 | March 11 |
| Prisoner Control | March 10 | March 11 |
| Cold Case | March 10 | March 12 |
| Officer Involved Shooting | March 10 | March 12 |
| Criminal Drug Interdiction Techniques and Concealment Locations | March 10 | March 12 |
| Proactive Leadership Skills: Fundamental Tools for Leading Your Team Forward | March 10 | March 12 |

~ **2 WAYS TO REGISTER** ~

Online: www.patc.com

Phone: 1-800-365-0119



Public Agency Training Council

5235 Decatur Blvd
Indianapolis, Indiana 46241

Phone: 1-800-365-0119

Fax: 317-821-5096

Email: questions@patc.com

Visit us on the Web at:
www.patc.com

PRESORTED
STANDARD
POSTAGE & FEES
PAID
INDIANAPOLIS, IN
PERMIT NO. 1547

Public Agency Training Council

Mark Waterfill, President



National Criminal Justice
Public Safety Continuing Education

Sponsored By:

Columbus Police Department
Columbus, Ohio

Training Seminar

Managing the Property & Evidence Room

“For Small to Mid-Size Agencies”
“Complies with CALEA Standards”

Instructor:
Joseph Willis

Joseph Willis (retired) is a 25 year veteran of the Keene (NH) Police Department. He earned a Bachelor of Arts Degree magna cum laude from Franklin Pierce University. He is both a national instructor and an auditor in the property and evidence management field. He is a certified instructor through NHPS&T. While assigned as the department property and evidence officer, he was an integral member of the team to achieve CALEA recognition and certification for accreditation. Until his retirement he was the team leader for both the Collision Analysis and Hostage Negotiation units. Among many of his assignments, he served as a Juvenile Detective/Prosecutor, Major Crimes Detective, Platoon Case Manager, Undercover Narcotics Detective for the NH Attorney Generals Drug Task Force and finally as the Property and Evidence Manager. He is a member of the International Association for Property and Evidence, New England Association for Crisis Negotiators and President of NH Property and Evidence Room Management Professionals.

February 3 & 4, 2020
Columbus, Ohio

Register online at: www.patc.com

Managing the Property & Evidence Room

“For Small to Mid-Size Agencies”
“Complies with CALEA Standards”

Course Objectives:

To provide participants with a basic understanding for the legal and ethical requirements in order to properly operate a professional evidence / property management system. Familiarize fellow law enforcement professionals with the techniques and responsibilities involved in the function of a property room environment. Encourage one another to exchange ideas to improve the understanding and functionality of the property management system within their own agency.

- **Property Room Problems and Solutions**
- **Policies and Procedures**
- **Packaging**
- **Security**
- **Management Theories**
- **Events and Trends**
- **Property Room Layout**
- **Storage Management**
- **Documentation**
- **Purging**
- **Dispositions**
- **Audits and Inventories**
- **Miscellaneous Handouts and Sample Forms**

Seminar Agenda Managing the Property & Evidence Room

“For Small to Mid-Size Agencies”
“Complies with CALEA Standards”
February 3 & 4, 2020

February 3, 2020

7:30 a.m. — 8:00 a.m. **Registration**

8:00 a.m. — 12:00 p.m. Welcome Introduction
Property Room Issues
Policies / Procedures
Packaging

12:00 p.m. — 1:00 p.m. **Lunch (on your own)**

1:00 p.m. — 5:00 p.m. Security
Management Theories
Events / Trends
Layout / Storage

February 4, 2020

8:00 a.m. — 12:00 p.m. Documentation
Found / Safekeeping
General Numbering Systems /
Bar Coding
Firearms / Narcotics / Currency

12:00 p.m. — 1:00 p.m. **Lunch (on your own)**

1:00 p.m. — 4:00 p.m. Purging / Diversion
Destruction Methods
Audits / Inventories

4:00 p.m. **Certificate Presentation**

Cut Along Dotted Line

3 Ways to Register for a Seminar!

1. **Register Online** at www.patc.com — Yellow link upper left corner
2. **Fax Form** to Public Agency Training Council **FAX: 1-317-821-5096**
3. **Mail Form** to

Public Agency Training Council
5235 Decatur Blvd
Indianapolis, Indiana 46241

***NEW**

Federal ID# 47-4078912

NEW*

*** Pre-payment is not required to register ***

Upon receiving your registration we will send an invoice to the department or agency .

Checks, Claim Forms, Purchase Orders should be made payable to:

Public Agency Training Council

If you have any questions please call
317-821-5085 (Indianapolis)
800-365-0119 (Outside Indianapolis)



Seminar Title: Managing the Property & Evidence Room

Instructor: Joseph Willis

Seminar Location: Columbus, Ohio Division of Police
Training Academy
1000 N Hague Ave
Columbus, Ohio 43204

When: February 3 & 4, 2020

Registration Time: 7:30 A.M. (February 3, 2020)

Hotel Reservations: Drury Inn
88 E Nationwide Blvd.
Columbus, Ohio 43215
1-614-221-7008
Contact Hotel for Current Rate (plus tax)

Registration Fee: \$325.00 Includes Managing the Property & Evidence Room
Course Material, Coffee Breaks, and Certificate of Completion.

**Seminar ID
#16636**

NOTE: To receive a
discounted room rate,
please identify yourself
with **GOVT RATE**

Names of Attendees 1. _____

2. _____

3. _____

4. _____

Agency _____

Invoice To Attn: _____
(Must Be Completed)

Address _____

City _____ **State** ____ **Zip** _____

Email _____

Phone _____

Fax _____